



**Date:** March 24, 2022

**To:** Karen Loney, Manager

**Author:** Doug Plumb, Highland Games Advisory Committee Chair

**RE:** Highland Games Chair Report Appendix A.docx

**Report No.:**

---

## COMMITTEE REPORT

---

### RECOMMENDED ACTION

That Council approves:

- (i) Sole source purchasing of Pipe Band competition services from Pipers and Pipe Band Society of Ontario in the amount of \$20,000, and
- (ii) Rental of tents, tables, and chairs from Festival Tents in the amount of \$11,000.

### BACKGROUND

The Kingsville Highland Games (KHG) is an annual event, held on the 4<sup>th</sup> Saturday of June.

The event is held at Lakeside Park and is managed by a Committee of Council.

### DISCUSSION

Pipers and Pipe Band Society of Ontario (PPBSO) is the association that manages pipe band and drum competitions in Ontario. The number of competitor applications received in each of the categories will dictate how much prize money will be awarded, and how many judges and officials will be required.

- This amount will not exceed \$20,000. For this reason, KHG request to Council is to approve \$20,000.
- Obtaining additional quotes for this service is not possible. PPBSO is the only Pipe Band Association in Ontario that governs all pipe band competitions.

Tent, Tables and Chair Rental – Three tent companies were invited to bid on tent requirements for 2022. Festival Tents of Windsor was selected as the successful bid for 2022. Festival Tents was the only company that could supply us with our complete tent rental request. Please note that the amount of \$ 11,000 does not exceed our 2022 budget for tents. (\$13,300) Recently, our Committee received a sizable donation towards offering a VIP tent experience. This sponsorship donation will more than cover the amount of an additional tent. VIP admission tickets will be offered at \$100 each. This too will increase the original estimated revenue for 2022 admission.

Tent Rental and PPBSO are expenses within the 2022 budget that were approved by the KHG Committee and Town Council. Both items exceed the approval limit of our CAO (\$5,000) as it relates to Committee expenses.

#### Additional Disclosure

In the interest of full disclosure, the CAO has asked that we disclose the following expenses for persons who are members of the Highland Games Committee and/or Town:

- Per Committee Member: 4 - Free admission tickets and a golf shirt. Tickets have a value of \$60 and shirts approx. value \$390.

#### **CONSULTATIONS**

- The KHG Committee reviewed and approved all Action Plans and the 2022 Budget. (November meeting)
- The amount required to host a VIP experience was also discussed and approved on March 16, 2022.
- Susan Hirota – approval of the PPBSO contract.
- Parks and Rec Manager was made aware of all 2022 budget requirements.
- CAO – John Norton has been consulted on procedure.

*DPlumb - Chair KHG*

Doug Plumb, Chair  
Kingsville Highland Games Committee